

## Heat and Cold Extreme Temperature Contingency Plan





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Heat and Cold Extreme Temperatures Contingency Plan Changes

Change Nr	Page Nr	Date	Change ID	Information
1	19	Feb 04		Added new / cleaner Wind Chill Index
2	18	18Mar04		Added new / cleaner Heat Index Chart
3	26	18 Mar 04		Update contact information for Stephen Golden (Indianapolis Housing Police)
4	27	7 Apr 04		Changed duty officer to Chief Deputy and added fax number 327-4563
5	23	7 Apr 04		Changed “at risk residents” to “of handicapped, disabled, special needs residents that is updated periodically.
6		03 Aug 06		Updated/Removed contact information
		14 Nov 07		
8	17 & 18	14 Nov 07		Changed Heat advisory, Heat warning, Wind Chill Advisory criteria
9	26-28	17 Dec 08		Changed contacts, wind chill chart
10		17 June 09		Made changes to contacts, heat index and locations for SA respite centers
11	26-28	21 Oct 09		Made changes to contacts, homeless winter contingency plan
12		7/19/2011	KEW	Animal Care and Control Info
13		7/19/2011	KEW	Connect2Help (formerly IRN) Contact Info
14		7/19/2011	KEW	IRN – changed to Connect2Help Contact Info
15		7/19/2011	KEW	Salvation Army – Name Change
16		7/19/2011	KEW	Flanner House – Email change
17		7/19/2011	KEW	George T. Goodwin Center – Deleted
18		7/19/2011	KEW	Martin Luther King MSC – Name & Email Info
19		7/19/2011	KEW	Mary Rigg Neighborhood Center – Name/PH/Email
20		7/19/2011	KEW	Southeast MSC – Name/PH/Email
21		7/20/2011	KEW	Checked & updated all addresses/PH/Email
22	30	11/10/11	EIJ	Mary Rigg Neighborhood Center – Name/PH/Email
24	26	11/10/11	EIJ	Connect2Help Contact Info
25	17	11/23/2011	KEW	Spray Parks Added – Name/Address (61 <sup>st</sup> & Broadway, Riverwood, Wes Montgomery, Grassy Creek)
26	15	11/23/2011	KEW	Added Family Centers for Extreme Temperature Section
27		11/23/2011	KEW	Remove all Operation Cool Down Program sections – program not available
28		11/23/2011	KEW	Pools – Removed Wes Montgomery Pool
29		11/23/2011	KEW	Pools – Add La Shonna Bates Pool and address
30		11/23/2011	KEW	Updated Indy Parks preparedness/response section
31		11/23/2011	KEW	Update/change Indy Parks contacts
32	27	11/1/12	AEC	Deleted Michael Hurst from Coalition for Homeless Intervention and Prevention
33	33	11/1/12	AEC	Deleted Indy Dream Team Center listing
34	33	11/1/12	AEC	Added Street Outreach Rapid Response (SORRT) to contact list
35	28	11/1/12	AEC	Updated Matt Roller’s cell phone number
36	33	11/1/12	AEC	Deleted Wheeler Mission Contact information
37	33	11/1/12	AEC	Added Wheeler Mission Shelter for Men contact information
38	30-34	11/6/12	AEC	Updated Winter Contingency Plan

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39	19	11/13/12	AEC	Under Heat Advisory: changed Heat Index Criteria to 105-109
40	19	11/13/12	AEC	Under NWS Heat Warning: changed Heat Index to 110 or greater and night time Heat Index to 75 or higher
41	20	11/13/12	AEC	Under Cold Action Checklist table: remove the mention of wind speed
42	29	11/13/12	AEC	Updated contact information
43				
44				
45				

### Introduction

The Indianapolis-Marion County Division of Homeland Security is responsible for a county emergency management plan which addresses in detail the response to and recovery from major emergencies occurring in Marion County. Recognizing temperature related deaths and illness are many times preventable; the goal of this plan is to protect the population of Indianapolis-Marion County from the effects of excessive heat and cold by mobilizing resources in an expedient and coordinated manner.

The hazards associated with extreme heat and cold, from utility overloads to illness and death, are exacerbated in a large city such as Indianapolis. While Indianapolis is not at the same level of risk as other cities, the greater metropolitan area has experienced its share of heat and cold temperature extremes. It is important to remember deaths alone represent a small portion of the overall impact of a heat wave or extreme cold which also include non-fatal illness and hospitalization, stress on the public safety system during a widespread loss of power, as well as sheer economic impact on the community.

No single agency can perform all the tasks necessary to respond to extreme temperature problems. The foundation of this plan is the **Heat and Cold Emergency Task Force** formed by the Indianapolis-Marion County Division of Homeland Security. This Task Force is a dynamic group with a membership roster that continues to evolve from year-to-year as organizations, needs, strategies, and opportunities change. The core member agencies of the Task Force will remain the same and are as follows:

Indianapolis Department of Public Safety  
Indianapolis-Marion County Division of Homeland Security  
Indy Parks  
Indianapolis Fire Department  
Marion County Public Health Department  
National Weather Service  
American Red Cross  
Salvation Army  
CICOA Aging and In-Home Solutions, Information & Assistance Center  
Coalition for Homeless Intervention and Prevention  
Connect2Help - 211 Connect 2 Help  
Indianapolis Power and Light Company  
IndyGo  
Indianapolis Department of Public Works  
Marion County Coroner's Office  
Community Action of Greater Indianapolis  
Concord Center – 1310 S. Meridian, Indianapolis, IN 46225  
Flanner House – 2424 Dr. MLK Blvd., Indianapolis, IN 46208  
Forest Manor – 5603 E 38<sup>th</sup> St, Indianapolis, IN 46218  
John Boner – 2236 E. 10<sup>th</sup> St, Indianapolis, IN 46201  
Martin Luther King – 40 W. 40<sup>th</sup> St., Indianapolis, IN 46208  
Mary Rigg Neighborhood Center – 1920 W. Morris St, Indianapolis, IN 46221  
Southeast MSC – 901 Shelby St, Indianapolis, IN 46203  
Wheeler Mission Ministries, 205 E. New York St, Indianapolis, IN 46204

Each task force agency has participated in the creation of this plan and has specific responsibilities in the event of its implementation. The plan is implemented when the threat of extreme heat or cold weather is determined through normal weather monitoring by the Division of Homeland Security. The Division of Homeland Security notifies plan participants through all electronic means available. Each agency plays a vital role in the overall response and recovery from severe

temperature extremes. These agencies combine their respective talents toward solving problems and responding to situations as they arise.

**Legal Authority**

**Indiana Code 36-3, Government of Indianapolis and Marion County**

**Indiana Code 10-4, Civil Defense and Disaster Law of 1975**

Sec. 10 (a) Each political subdivision within this state shall be within the jurisdiction of and served by a department of emergency management responsible for disaster preparedness and coordination of response.

Sec. 10 (j) Each local (emergency management) agency shall prepare and keep current a local disaster emergency plan for its area.

Sec. 10 (k) The local disaster agency shall prepare and distribute to all appropriate officials in written form a clear and complete statement of the emergency responsibilities of all local agencies and officials and of the disaster chain of command.

**Revised Code of the Consolidated City and County Indianapolis/Marion, Indiana**

**Title 1, Chapter 251 Department of Public Safety, Article IV, Emergency Management Division**

Sec. 251-403 The Emergency Management Division shall:

(1) Coordinate and direct the development of a program of emergency management for Marion County. Such a program shall involve all sectors of government and the private sector; shall address all threats or emergencies from all hazards, including natural, technological, man-caused and national security hazards; and shall include mitigation, preparedness, response and recovery activities

(2) Prepare, disseminate and maintain in current status a county emergency management plan which addresses in detail the response to and recovery from major emergencies occurring in Marion County. This plan shall be the sole emergency management plan for the county and shall be filed in the office of the Marion County clerk. No police or private organizations shall develop emergency operating plans or disaster plans or procedures which are in conflict with the county emergency management plan except where specifically authorized by ordinance, statute, or federal law or regulation.

(5) Be responsible for monitoring hazardous conditions of any kind in the county, making recommendations to the Director of Public Safety and the Mayor concerning emergency measures and activating the county emergency management plan after the declaration of a local disaster emergency by the Mayor and for coordinating response and recovery operations associated with a major emergency.

(6) Serve as the civil defense agency for Marion County for the purposes of IC 10-4-1-1 through 10-4-1-27 and shall have all the powers and duties of a department of civil defense under such statutes.

**Sec. 251-407 Emergency communications and warning.**

(a) The Emergency Management division shall coordinate the development of an emergency communications and warning system which will allow for the dissemination of warning to potential responders and the general public, to effect the notification of appropriate response agencies and individuals and to distribute and receive information to and from potential emergency responders and the general public regarding an emergency condition.

(b) The Division shall develop and maintain an integrated system for warning the public, which may include the deployment of warning sirens, the development of voice radio systems, coordination of the mobilization of cable television systems, coordination of the county's participation in the emergency broadcast system, and any other appropriate systems which may become available.

**Sec. 251-408 Emergency powers and procedure.**

(b) The Mayor may, upon declaring a local disaster emergency, take such actions as are appropriate to assure the public well being, safety of public and private property and the environment including, but not limited to, the imposition of travel



bans on streets and highways; the imposition of curfews; the alteration of normal business working hours; the ordering of the evacuation and relocation of civilian populations; all as may be necessary to effect emergency response and recovery

### **Procedure for declaring a local disaster emergency**

#### **Reasons for declaring a local disaster emergency**

To acquire authority for extraordinary actions such as curfews, evacuations, parking and travel restrictions. To request State and Federal assistance. To provide additional protection from liability to public and private emergency response personnel.

#### **Authority to declare a local disaster emergency**

The Mayor of the Consolidated City of Indianapolis has the authority to declare a local disaster emergency affecting all or part of Marion County. The effect of such a declaration is to activate the Marion County Comprehensive Emergency Management Plan.

The Mayors of the cities of Beech Grove, Lawrence, and Southport, and the President of the Speedway Town Board, have the authority to declare a local disaster emergency for their jurisdictions. The effect of such a declaration is to activate any local emergency plans for those jurisdictions.

The Mayor of the Consolidated City of Indianapolis and one or more executives of the excluded cities or town may declare a local disaster emergency concurrently. In such cases, the Marion County Comprehensive Emergency Management Plan will take precedence over jurisdictional plans should conflicts occur.

#### **Procedure**

When the Mayor of the Consolidated City of Indianapolis has determined that an imminent threat exceeds the resource capabilities of the county, he/she will declare that a state of “local disaster emergency” exists in all or part of the county, and direct the Division of Homeland Security, along with legal counsel, to prepare a “Proclamation of Local Disaster Emergency”. The declaration is filed with the Marion County Clerk. Should State or Federal assistance become necessary, a Petition to the Governor of the State of Indiana shall be prepared.

A local disaster emergency declaration is effective for seven (7) days. At the end of seven days, one of the following actions must be taken:

1. The Governor of the State of Indiana declares the county a disaster area, effecting all powers and action 30 days from the date of the Governor’s declaration; or,
2. The City-County Council must approve the continuance of the state of emergency; or,
3. All powers and actions of the declaration expire at the end of the seventh day.

City-County agencies, with the assistance of the Division of Homeland Security, must compile the county’s initial damage assessment and provide it to the State Emergency Management Agency; under a State or Federal disaster declaration must show State and Federal representatives through the damaged areas and provide information concerning the response actions taken; and, maintain logs/records of all actions taken.

**Procedures for requesting State disaster assistance**

All available local resources must be committed prior to determining if State assistance is required.

1. In coordination with the Indianapolis/Marion County Division of Homeland Security, issue a local declaration of emergency.
2. Provide the following information to the Indiana State Emergency Management Agency:
  - Name and title of individual making the request
  - Description of disaster
  - Statement of actions taken
  - Specific help needed
  - Estimate of number of persons affected
  - Estimate of damage to public and private property
3. Confirm your request by fax.

**MAYORAL  
PROCLAMATION  
City of Indianapolis/Marion County, Indiana**

**PROCLAMATION OF LOCAL DISASTER EMERGENCY**

Whereas, Marion County, Indiana has been or is immediately threatened by a natural/manmade/technological hazard and/or nuclear or conventional attack, and;

(Give date, time, situation assessment, and duration of hazard)

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Now, therefore, by the authority vested in me as Mayor and principal executive officer of the City of Indianapolis and Marion County, Indiana, I hereby declare a state of emergency exists in the county and that those portions of the Indiana Code which are applicable to the conditions are hereby invoked and have caused the issuance of this proclamation, to be in full force and effect in the county for the exercise of all necessary emergency authority for protection of the lives and property of the people of Marion County and the restoration of local government with a minimum of interruption.

Reference is made to all appropriate laws, statutes, ordinances, and resolutions, and particularly to Section 10-4-1-23 of the Indiana Code.

All public offices and employees of Marion County are hereby directed to exercise the utmost diligence in the discharge of duties required of them for the duration of the emergency and in the execution of emergency laws, regulations, and directives-state and local.

All citizens are called upon and directed to comply with necessary emergency measures, to cooperate with public officials and disaster service forces in executing emergency operations plans, and to obey and comply with the lawful directions of properly identified officers.

All operating forces will direct their communications and requests for assistance and operations directly to the Emergency Operations Center.

This proclamation takes effect immediately and shall continue for seven (7) days or until terminated, whichever comes first. This proclamation shall be given prompt and general publicity and shall be filed in the Office of the Clerk for Marion County, Room W122, City-County Building, 200 E. Washington Street, Indianapolis, Indiana 46204.

In witness, whereof, I have hereunto set my hand this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_ A.D.

Mayor of the Consolidated City of Indianapolis and Successor to the Marion County Board of Commissioners

**PETITION TO THE GOVERNOR OF THE STATE OF INDIANA  
REQUESTING DECLARATION OF A MAJOR DISASTER**

Whereas, having declared Marion County, Indiana a Local Disaster Emergency Area on \_\_\_\_\_ resulting from the following:

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Now, therefore, by the authority vested in me as Mayor and principal executive officer of the City of Indianapolis and Marion County, Indiana, I hereby request that the Governor of the State of Indiana, declare Marion County, Indiana, a Major Disaster Area thus enabling the County to receive State and Federal assistance.

This Declaration takes effect immediately and shall continue for thirty (30) days or until terminated, whichever comes first. This Declaration shall be given prompt and general publicity and shall be filed in the Office of the Clerk for Marion County, Room W122, City-County Building, 200 E. Washington Street, Indianapolis, Indiana 46204, and delivered to the Governor's Authorized Representative, Indiana Government Center South, 302 West Washington Street, Room E208, Indianapolis, Indiana 46204.

In witness, whereof, I have hereunto set my hand this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ A.D.

Mayor of the Consolidated City of Indianapolis and Successor to the Marion County Board of Commissioners

### Hazard Analysis

#### Heat Wave

A heat wave is a weather condition in which unusually high temperatures and humidity continue for more than two consecutive days in a geographic area. This occurs sporadically in the Midwestern United States and while not as dramatic as other kinds of severe weather, extreme heat can be a life threatening condition. Because heat waves can affect large numbers of people and wide geographic areas, special assistance is often needed. People often believe that a heat wave will abate at any time and as a result, fail to take appropriate precautions.

#### Hazards Associated with Heat Waves

##### Primary Hazards

Unlike other natural hazards that may impact the Indianapolis metropolitan area, heat waves have limited destructive force. The greatest threat posed by heat waves is to the health and welfare of humans and animals. The Center for Disease Control (CDC) estimates that heat waves kill 148-1700 people each year in the United States. ***People at risk are the elderly, children under 6, people in poor physical health, and outside laborers.***

##### Secondary Hazards

Impacts to infrastructure are known to result during prolonged periods of heat.

Roadways buckle under the stress of expansion.

Extreme heat is hazardous to agriculture crops and livestock.

Prolonged periods of heat have resulted in record demands for electricity.

Ozone levels increase dramatically with accompanying adverse health effects.

Crime rates may increase during periods of heat waves according to some research.

##### Fans

Fans can be a source of relief when there is low humidity. ***However, because increased air movement has been associated with increased heat stress when the ambient temperature exceeds approximately 100 F and because fans are NOT protective at temperatures greater than 90 F with humidity greater than 35%, fans should not be used for preventing heat related illness in areas of high humidity.***

#### Extreme Cold

When temperatures drop significantly below normal, staying warm and safe can become a challenge. Extremely cold temperatures often accompany a winter storm causing problems with snow, ice and power failures. Although hypothermia related deaths are common during winter months in states characterized by cold winters, hypothermia and associated deaths also occur in the Indianapolis area.

### Hazards Associated with Extreme Cold

#### Primary Hazards

The greatest threat posed by extreme cold is to the health and welfare of humans and animals. The Center for Disease Control (CDC) estimates that 739 deaths for which hypothermia is the underlying cause occur each year in the United States. *People at risk are the elderly, children under 6, people in poor physical health, and outside laborers.*

#### Secondary Hazards

Impacts to infrastructure are known to result during prolonged periods of cold.

Water main breaks can occur, extensive road damage resulting from frozen water creating potholes, road chemicals can cause corrosion to bridges and sub-surface electrical components.

Snow and ice storms can pose a threat to overhead utilities such as electricity, cable television, and telephone service.

Prolonged periods of cold have resulted in record demands for electricity.

Loss of electricity can cause heat and hot water interruptions which can render housing uninhabitable. Homes may also become too cold due to inadequate heating systems.

Use of space heaters and fireplaces increases the risk of household fires and carbon monoxide poisoning.

Accumulate snow and ice has the potential for widespread disruption of emergency services and transportation operations. Snow in excess of 16 inches can bring transportation to a halt.

### Plan Assumptions

#### Heat Waves

- The Indianapolis metropolitan area will experience periods of extremely high temperature and humidity during the summer season.
- Careful and precise weather monitoring is critical to protect our citizens from severe weather.
- Timely notifications to relevant agencies and the public are important to coordinated preparedness and response.
- Heat adversely affects everyone, however, certain groups are particularly at risk: the elderly, children under 6, people in poor physical health and outside laborers. This plan directs its efforts towards the at risk groups.
- The use of an artificially cooled environment (air conditioning or evaporative cooling units), even a few hours each day, will reduce the risk for heat-related illness and death.
- Public health information about extreme heat should be directed toward the at risk population.
- Persons without home air conditioners or those who lose air conditioning through breakdown or power failure should be assisted in taking advantage of public cooling centers.
- There will be an increased burden on the electrical system of Indianapolis Power and Light Company and possibly water from the Indianapolis Water Company. Coordination with both these utilities is vital.

### Extreme Cold

- The Indianapolis metropolitan area will experience periods of extremely cold temperatures during the winter season.
- Careful and precise weather monitoring is critical to protect our citizens from severe weather.
- Timely notifications to relevant agencies and the public are important to coordinated preparedness and response.
- Extreme cold temperatures may pose an added challenge to members of at risk population groups and limit their access to essential services.
- Some of these at-risk groups will require relocation to warm shelters.
- Accumulated snow or ice has the potential for widespread disruption of emergency services.
- Excessive snow or ice may cause the disruption of overhead utilities such as electricity, cable television, and telephone services.
- Prolonged periods of extreme cold may lead to water main breaks.

### Concept of Operations

The Indianapolis-Marion County Heat and Cold Extreme Temperature Contingency Plan rely on:

- Communication with the Heat and Cold Emergency Task Force member agencies.
- Communication with the at risk population.
- Timely activation of cooling or warming centers and other resources.

### Recognition and Surveillance

- Daily and long range weather forecasts from the National Weather Service.
- Daily call volume of EMS runs from Indianapolis Fire Communications.
- Monitoring of sentinel hospitals by the Marion County Public Health Department as needed.
- Report of an increase in heat related deaths by the Marion County Coroner's Office.

### Response

Response actions will most likely be set in motion by a National Weather Service Outlook prediction of a heat or cold event 48 to 96 hours in advance. Response to a forecasted heat or cold event will begin by convening a meeting of the Heat and Cold Emergency Task Force. Coordinated efforts by all plan participants will be initiated based on a uniform set of action thresholds as outlined in the checklist section. Response may include the following:

- **Public Information:** The most efficient way to protect the citizens of Indianapolis-Marion County during a heat or cold emergency is to help them to protect themselves. Simple safety tips can enable the majority of our citizens to stay safe.
- **Public Education and Outreach:** Each year the member agencies of the Heat and Cold Emergency Task Force will undertake a program to educate the general public on the possible health hazards presented by extremely hot/humid conditions and dangerously cold/windy conditions. This will include an explanation of the Heat Index and Wind Chill Factor and appropriate protective measures. Families, friends, and neighbors will be encouraged to check-in on at risk persons. The Task Force will continue to identify organizations that serve at risk populations and include them in the communications.

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- **Media Releases:** An effective way of getting information to our citizens is through the use of press releases and public service announcements created and issued by relevant agencies. This may include the use of a *Heat or Cold Health Alert* issued by the Marion County Public Health Department at a lower threshold level than the National Weather Service Advisory or Warning. The use of a *Heat or Cold Health Advisory or Warning* will coincide with the *Heat or Cold Advisory or Warning* issued by the National Weather Service. This may be augmented by the use of press conferences or making subject matter experts available to local news shows.
- **Health Line:** The public and health care providers will be invited to call the Health Department main phone line, 221-2000 during normal business hours. Assistance with housing issues, locations of cooling and warming centers, information about the symptoms of heat and cold related disorders and how to avoid them will be available.
- **World Wide Web:** Each year the Indianapolis-Marion County Division of Homeland Security will post a list of heat and cold safety tips on its web site along with updates of any emergency conditions.
- **Emergency Alert System (EAS)** In the event of a true emergency the Chief of the Indianapolis-Marion County Division of Homeland Security may make the decision to activate the Emergency Alert System for a civil emergency message that is carried on broadcast media, cable providers and NOAA Weather Radios to warn the public.

### Cooling and Warming Centers

During a heat or cold emergency individuals must be able to access cooling or warming resources. The Task Force will encourage citizens to seek shelter with family members. Indianapolis-Marion County Division of Homeland Security has identified a number of community centers that may be used for that purpose. Additional sites include libraries and shopping malls open to the public. If extraordinary events require the establishment of extended hour or 24 hour shelters the American Red Cross will assist in staffing the community centers and/or activate their own shelter sites.

#### COMMUNITY CENTERS/Faith Based Organizations

Name	Street	Phone	Weekday Hrs	Saturday Hrs	Sunday Hrs	Web Address
Community Alliance of the Far Eastside, Inc.	8902 E. 38th Street, Indianapolis, IN 46226	317-890-3288	9am-5pm	9am-5pm	Closed	<a href="http://www.cafeindy.org/">http://www.cafeindy.org/</a>
Concord Neighborhood Center	1310 S. Meridian St., Indianapolis, IN 46225	317-637-4376	6am-6pm	9am-2pm	Closed	<a href="http://www.concordindy.org/">http://www.concordindy.org/</a>
Flanner House Library/School	2424 Dr. MLK Jr. St., Indianapolis, IN 46208	275-4370 or 317-925-4231	6am-6pm	*If Needed	*If Needed	<a href="http://www.flannerhouse.com/opening_doors/Home/default.aspxaault.aspx">http://www.flannerhouse.com/opening_doors/Home/default.aspxaault.aspx</a>
Forest Manor Multi-Service Center	5603 E. 38th St., Indianapolis, IN 46218	317-591-0198	8am-5pm	*If Needed	*If Needed	<a href="http://www.fmmsc.org/">http://www.fmmsc.org/</a>
John H. Boner Community Center	2236 E. 10th St	633-8210	8am-5pm	Closed	Closed	<a href="http://jhbcc.org/">http://jhbcc.org/</a>



## Heat and Cold Extreme Temperatures Contingency Plan

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Salvation Army Eagle Creek Corps	4400 N. High School Rd.	299-4454	8am-8pm	8am-8pm	8am-1pm	<a href="http://corps.salvationarmyindiana.org/eaglecreek/">http://corps.salvationarmyindiana.org/eaglecreek/</a>
Martin Luther King Multi-Service	40 W. 40th St.	923-4581	8:30-5:30	*If Needed	*If Needed	<a href="http://www.mlk-msc.org/">http://www.mlk-msc.org/</a>
Mary Rigg Neighborhood Center	1920 W. Morris St	639-6106	8am-5pm	Closed	Closed	<a href="http://www.maryrigg.org/">http://www.maryrigg.org/</a>
Salvation Army Fountain Square Corps	1337 Shelby St.	632-0156	8am-8pm	8am-8pm	8am-1pm	<a href="http://corps.salvationarmyindiana.org/fountainsquare/">http://corps.salvationarmyindiana.org/fountainsquare/</a>
Southeast Community Services	901 Shelby St.	236-7400	8am-5pm	9am-2pm	Closed	<a href="http://www.southeastcommunityservices.org/index.htm">http://www.southeastcommunityservices.org/index.htm</a>
Beech Grove Senior Citizens Center	602 Main St.	788-4987	8am-8pm	8am-8pm	8am-8pm	<a href="http://www.beechgrove.com/Seniors/">http://www.beechgrove.com/Seniors/</a>
Hope Baptist Church	1055 N. Girls School Rd.	281-6037	9am-5pm	*If Needed	*If Needed	<a href="http://hbcindy.com/">http://hbcindy.com/</a>

## FAMILY CENTERS FOR EXTREME TEMPERATURES

Bethel Family Center	2850 Bethel Avenue	327-7480
Broad Ripple Family Center	1550 Broad Ripple Avenue	327-7161
Brookside Family Center	3500 Brookside Parkway S. Drive	327-7179
Burrello Family Center	2345 Pagoda Drive	327-7220
Christian Family Center	4200 English Avenue	327-7163
Douglass Family Center	1616 E 25th Street	327-7174
Krannert Family Center	605 S High School Road	327-7375
Municipal Gardens Family Center	1831 Lafayette Road	327-7190
Rhodus Family Center	1720 W. Wilkins Street	327-7191
Riverside Family Center	2420 N Riverside E Drive	327-7171
Thatcher Family Center	4649 W Vermont Street	327-7390
Washington Family Center	3130 E 30th Street	327-7473
Watkins Family Center	2360 Dr. Martin Luther King Jr. Street	327-7175
Windsor Village Family Center	6510 East 25 <sup>th</sup> Street	327-7162

**INDY PARK FACILITIES****POOLS**

Bethel Park Family Center – 2850 Bethel, Ph: 327-7480	Krannert Family Center – 605 S. High School Rd., Ph: 327-7375
Broad Ripple Park Family Center – 1550 Broad Ripple Ave., Ph: 327-7161	MLK Park – 601 E 17 <sup>th</sup> St
Brookside Family Center – 3500 Brookside Pkwy S. Dr., Ph: 327-7179	Northwestway Park – 5253 W 62 <sup>nd</sup> St
Douglass Family Center – 1616 E. 25 <sup>th</sup> St., Ph: 327-7174	Perry Park – 451 E. Stop 11 Rd
Eagle Creek Beach – 7840 W. 56 <sup>th</sup> St	Rhodus Family Center – 1720 W. Wilkins St., Ph: 327-7191
Ellenberger Park – 5301 E. St. Clair St.	Riverside Family Center – 2420 N. Riverside East Dr., 327-7171
Garfield Park – 2345 Pagoda Dr	Sahm Park – 6801 E 91 <sup>st</sup> St.
Gustafson Park – 3130 Moller Rd	Thatcher Family Center – 4649 W. Vermont St., Ph: 327-7390
Indy Island – 8575 E. Raymond St.	LaShonna Bates Pool – 1450 S. Reisner St.
	Willard Park – 1901 E. Washington St.

**INDY PARK FACILITIES****SPRAY PARKS**

Andrew Ramsey Park Spray Grounds – 310 W. 12 <sup>th</sup> St., Ph: 327-7806	Clayton and LaSalle Park – 401 S. LaSalle Street
Arsenal Park Spray Grounds – 1400 E. 46 <sup>th</sup> St., Ph: 327-7806	Haughville Park Spray Grounds – 500 Belleview Pl., Ph: 327-7460
Bowman Park Spray Grounds – 3600 Auburn Rd., Ph: 327-7460	Municipal Gardens Family Center – 1831 Lafayette Rd., 327-7191
Centennial and Groff Park Spray – 2300 Centennial St., Ph: 327-7163	Washington Park – 3130 E. 30 <sup>th</sup> St., Ph: 327-7473
Christian Park – 4200 English Ave., Ph: 327-7163	Willard Park Aquatic Center – 1700 E. Washington St., Ph: 327-7330
61 <sup>st</sup> and Broadway Park – 6051 N. Broadway St.	Windsor Village Family Center – 2501 N. Kenyon St., Ph: 327-7162
Riverwood Park – 7201 Crittenden Ave.	Grassy Creek Park – 10510 East 30 <sup>th</sup> St.
Wes Montgomery Park – 3400 North Hawthorn.	

**Power Outage/Power Reduction**

Heat and cold emergencies result in heavy electrical demand. Power outages during these events can force citizens to seek alternate shelter. During a power outage/power reduction the Indianapolis-Marion County Division of Homeland Security may:

- Dispatch a representative to the appropriate Indianapolis Power and Light Company Control Center.
- Dispatch a representative to affected critical facilities to coordinate the provisions of unmet needs.
- Activate the Countywide Emergency Operations Center to coordinate an effective countywide response.

### Review

Each year on or about April 15 the Indianapolis-Marion County Division of Homeland Security will review this contingency plan with the Task Force to:

- Update lists of cooling and warming centers.
- Determine needed changes to the plan's strategy.
- Notify participating agencies to review their portion of the plan.
- Update contact lists.

### Heat Action Checklist

<b>National Weather Service Meteorological Threshold</b>	<b>Epidemiological Threshold</b>	<b>Marion County Public Health Department Heat Health Alert Level</b>	<b>Division of Homeland Security General Action Status</b>
Heat Outlook or Watch – conditions expected in 1 – 3 days	None	Level 1, Task Force alert only	Alert Task Force to heat contingency plan prepare to implement
ANY 24 hour period with a heat index of 98 F or greater, <b>OR</b> nighttime lows greater than 74 F.	None	Level 2, Heat Health Alert. Issue media releases warning of danger.	Begin active surveillance for heat illness. Alert Task Force to Level 2. Ask Hospitals to include any heat related symptoms into their documentation to insure accurate reporting.
NWS issues Heat Advisory for heat index at or above 105-109 F and/or Max temperature greater than 95 F	More than one case of heat related illness from a residential, external work or recreational setting.	Level 3, Heat Health Advisory. Issue media releases warning of danger.	Issue media releases warning of danger. Open cooling centers if demand warrants. Advise human service to initiate daily checks on at risk persons. Continue all other activities.
NWS issues Heat Warning for heat index at or above 110 F or greater, with night-time heat index around 75 F or higher	One death due to heat related illness from a residential, external work, or recreational setting.	Level 4, Heat Health Warning. Issue media releases warning of danger.	Advise the Director of Public Safety of extreme health danger. Issue media releases warning of danger. Open cooling centers extended or 24 hours if demand warrants. Advise human service groups to continue daily checks on at risk persons. Activate the Countywide Emergency Operations Center to coordinate response. Continue all other activities.

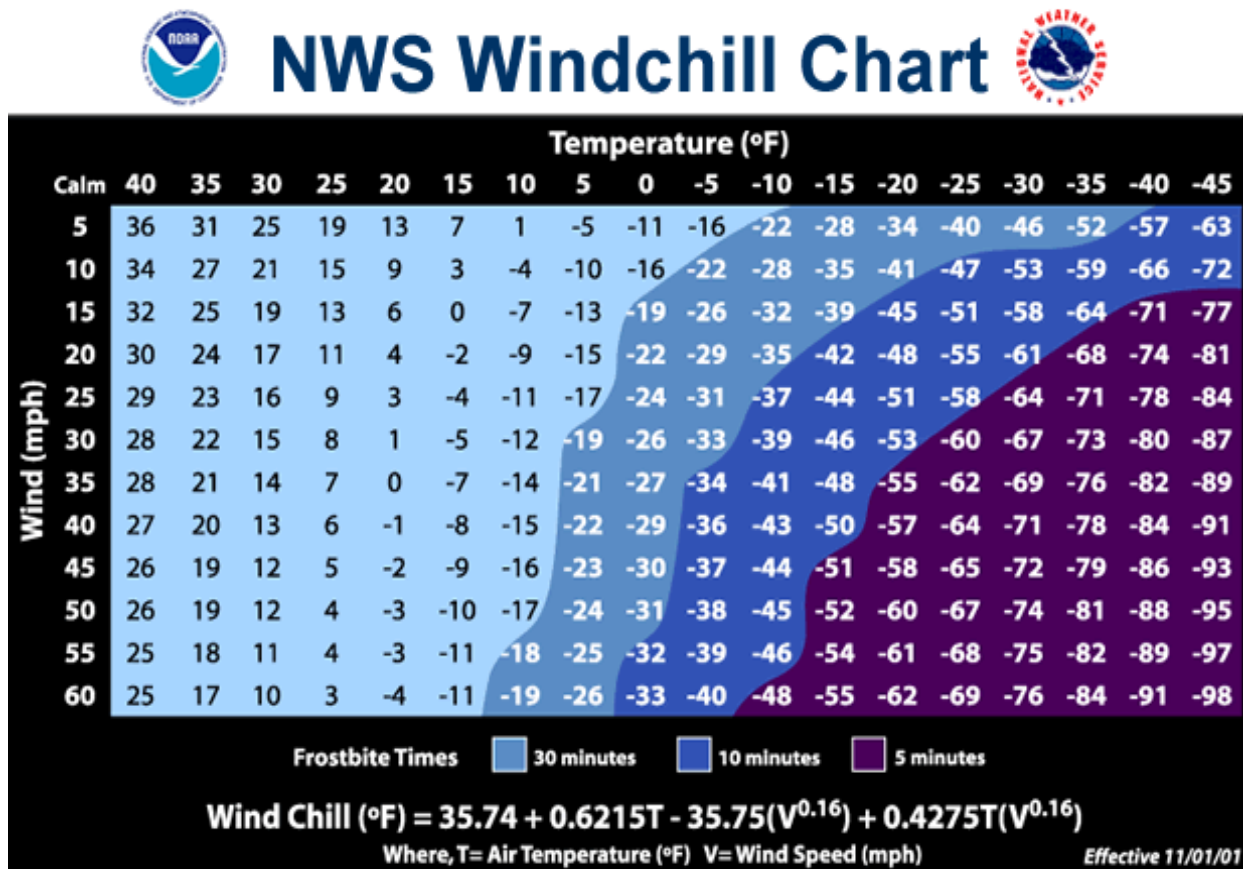
**Cold Action Checklist**

<b>National Weather Service Meteorological Threshold</b>	<b>Epidemiological Threshold</b>	<b>Marion County Public Health Department Heat Health Alert Level</b>	<b>Division of Homeland Security General Action Status</b>
Outlook-conditions expected in 48-96 hours.	None	Level 1, Task Force Alert only.	Alert Task Force to review Cold contingency plan and Prepare to implement.
Ambient temperature of +5 or colder and wind speed 10 mph or greater.	None	Level 2, Cold Health Alert. Issue media releases warning of danger.	Issue media releases warning of danger. Begin active surveillance for cold illness. Alert Task Force to Level 2.
NWS Issues Wind Chill Advisory. Wind Chill temperature of -15 F or colder.	More than one case of cold related illness from a residential, external work or recreational setting.	Level 3, Cold Health Advisory. Issue media releases warning of danger.	Issue media releases warning of danger. Open warming centers if demand warrants. Advise human service groups to initiate daily checks on at risk persons. Continue all other activities.
NWS issues Wind Chill Warning. Wind Chill temperature of -25 F or colder.	One death due to cold related illness from a residential, external work, or recreational setting.	Level 4, Cold Health Warning. Issue media releases warning of danger.	Advise the Director of Public Safety of extreme health danger. Issue media releases warning of danger. Open warming centers extended or 24 hours if demand warrants. Advise human service groups to continue daily checks on at risk persons. Activate the Countywide Emergency Operations Center to coordinate response. Continue all other activities.

Heat Index Table**Heat Index Table**

Relative Humidity (%)

	40	45	50	55	60	65	70	75	80	85	90	95	100
110	136												
108	130	137											
106	124	130	137										
104	119	124	131	137									
102	114	119	124	130	137								
100	109	114	118	124	129	136							
98	105	109	113	117	123	128	134						
96	101	104	108	112	116	121	126	132					
94	97	100	102	106	110	114	119	124	129	135			
92	94	96	99	101	105	108	112	116	121	126	131		
90	91	93	95	97	100	103	106	109	113	117	122	127	132
88	88	89	91	93	95	98	100	103	106	110	113	117	121
86	85	87	88	89	91	93	95	97	100	102	105	108	112
84	83	84	85	86	88	89	90	92	94	96	98	100	103
82	81	82	83	84	84	85	86	88	89	90	91	93	95
80	80	80	81	81	82	82	83	84	84	85	86	86	87
Temperature (°F)	With Prolonged Exposure and/or Physical Activity:						Extreme Danger: Heat Stroke or Sunstroke likely (130 or greater)						
							Danger: Sunstroke, muscle cramps and/or heat exhaustion likely (105-130)						
							Extreme Caution: Possible sunstroke, muscle cramps and/or heat exhaustion(90-105)						
							Caution: Fatigue possible (80-90)						
Where, T=Ambient Dry Bulb Temperature R=Relative Humidity													

Wind Chill Index Table

### Agency Annexes

The best way to mitigate the effects of a heat or cold event is to leverage all relevant resources in a timely manner. Each agency or organization with a role in the response to a heat or cold emergency is listed here along with a detailed accounting of what they will provide.

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## INDIANAPOLIS/MARION COUNTY DIVISION OF HOMELAND SECURITY

### Preparedness

- Maintain and update the Heat and Cold Emergency Contingency Plan by conducting an annual review with all participants on or about April 15 of each year.
- Monitor the National Weather Service and commercial weather providers.
- Monitor the daily state of the city's health through MCPHD surveillance, Fire Communication, EMS run load, and Marion County Coroner's Office death reports.
- Coordinate with all plan participants:
  - Public information
  - Outreach programs
  - Interagency communication
  - Identification of at risk population
  - Cataloguing of agency resources
  - Cataloguing of emergency shelter facilities

### Response

- Notify all plan participants of plan activation and level through FAX, pager, email, and/or telephone.
- Continue to monitor weather through all available sources.
- Provide press releases to media outlets.
- Request extension of Operation Cool Down and Indy Parks pool hours as appropriate.
- Request extended hours of operation of community centers.
- Request the opening of temporary shelters at Indy Parks facilities as appropriate.
- Request the opening of temporary shelters by the American Red Cross as appropriate.

## MARION COUNTY PUBLIC HEALTH DEPARTMENT

### Preparedness

- Perform an annual review of MCPHD heat/cold plan response activities
- Provide an annual training to MCPHD staff regarding plan elements
- Review and update all printed MCPHD materials related to heat/cold emergencies

### Response

- Activate Heat and Cold Health Line
- Conduct active surveillance of selected emergency rooms

## **Heat and Cold Extreme Temperatures Contingency Plan**

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- Advise the Division of Homeland Security of any reports of death or more than one heat/cold related illness/injury
- Disseminate medical and health information to the public and media if needed

### **INDY PARKS**

#### **Preparedness**

- Be prepared to extend pool hours if emergency funding is available
- Be prepared to offer park facilities as temporary respite shelters

#### **Response**

- Extend pool hours if emergency funding is available
- Provide park facilities as temporary respite shelters during both normal and after-hours of operations

### **CENTRAL INDIANA COUNCIL ON AGING**

#### **Preparedness**

- Provide training, in conjunction with MCPHD, to utility company field staff on signs, symptoms, and resources
- Provide the CICOA Information and Assistance telephone number, 254-3660, to be used to access information on beating the heat, cooling site locations and mailing material upon request
- Distribution of pertinent information to all CICOA home delivered meal clients and all nutrition sites

#### **Response**

- Maintain phone or personal contact with all CICOA at risk clients
- Media releases as needed

### **COMMUNITY CENTERS**

Community Alliance of the Far Eastside (CAFÉ), 8902 E. 38<sup>th</sup> St.

Concord Center – 1310 S. Meridian, 46225

Flanner House – 2424 Dr. MLK Blvd., 46208

Forest Manor – 5603 E 38<sup>th</sup> St, 46218

John Boner – 2236 E. 10<sup>th</sup> St, 46201

Martin Luther King – 40 W. 40<sup>th</sup> St., 46208

Mary Rigg Neighborhood Center – 1920 W. Morris St, 46221

Southeast MSC – 901 Shelby St, 46203

Eagle Creek, 4400 N High School Rd (Salvation Army Shelter) Day Camp (summer 8-5)

Fountain Square, 1337 S Shelby (Salvation Army Shelter)



### Preparedness

- Be prepared to act as a conduit to of information to the public
- All centers will be prepared to adjust hours of operation and programming to accommodate emergency needs and staff capability

### Response

- MC DHS will contact all community centers when heat/cold alerts are issued
- Centers will adjust hours of operation and programming to allow their facilities to be used as respite shelters

## AMERICAN RED CROSS

### Preparedness

- The Red Cross will provide support to the citizens of Indianapolis-Marion County directly and indirectly by supporting the Community Centers of Indianapolis upon activation of this plan at specified extreme temperature thresholds. The Red Cross will be prepared to deliver the following supplies and services:
  - Food and beverage service for sheltered clients and emergency workers
  - Supplies to include comfort kits (basic hygiene items), cots, blankets, and hot/cold containers for food and beverages
  - Volunteer personnel (including Red Cross Health Services when required) to assist Respite Center Operations, especially in times of prolonged shelter operations

### Response

- Maintain contact with the Division of Homeland Security and the designated Community Centers
- Provide services and supplies to designated Community Centers or other Centers of Respite Care designated by the Division of Homeland Security upon request
- Open the Red Cross chapter building at 441 E. 10<sup>th</sup> Street as needed for a Respite Center
- Activate larger emergency shelters from existing agreements upon reaching Level 4 thresholds or when the client population at the Community Centers becomes overwhelming.
- Provide Welfare Information services. This includes but is not limited to, educating Red Cross clients about the importance of contacting family members and encourages them to do so, provide materials to other Shelter and Respite Center operators to assist them in educating their clients about the importance of contacting family members, and to provide information about family communications planning to the public.

## INDIANAPOLIS PUBLIC TRANSPORTATION (IndyGo)

### Preparedness

- IndyGo will be prepared to provide emergency transportation to shelter sites as needed and provide buses to be used as temporary shelters

### Response

- Upon request IndyGo will send any spare vehicles to assist with emergency transportation or to act as standing shelters
- IndyGo will distribute heat/cold emergency related information to the rider ship of their system

## SALVATION ARMY

### Preparedness

- The Salvation Army will be prepared to support other City agencies in meeting emergency needs of citizens during periods of extreme temperature by the plan
- Be prepared to provide canteens to specific locations

### Response

- Maintain communication with the Division of Homeland Security
- Provide temperature controlled sites for the homeless at two program centers in Eagle Creek, 4400 N High School Rd, and Fountain Square, 1337 S Shelby.
- Provide canteens to serve specific areas upon request
- Provide canteen service in the initial response phase as rehab support that changes into providing hydration and nourishment to the survivors of the incidents as they begin the process of recovery.
- Operate a shelter at the Eagle Creek Corps location as needed.
- Provide Spiritual and Emotional Care, what others would call mental health care, using CISM (Critical Incident Stress Management) trained Spiritual and Emotional Care specialists.

## MARION COUNTY CORONER'S OFFICE

### Preparedness

- Be prepared to notify the Division of Homeland Security and Health Department of any unusual death cases in which heat or cold is believed to have been a contributing factor

### Response

- The Coroner's Office has two Deputy Coroner's on duty 24/7 to respond to the scene of a death. When heat or cold is believed to have been a contributing factor the Coroner's Office will notify the Division of Homeland Security and Health Department

## INDIANAPOLIS POWER & LIGHT COMPANY

### Preparedness

- Be prepared to suspend disconnects
- Be prepared to notify the Division of Homeland Security of peak level situations

### Response

- IPL will suspend residential disconnects for non-pay when the temperature is at/or below 32 F for 24 hours, and if the heat index is projected to be at/or above 105 F.
- IPL will notify the Division of Homeland Security of pending blackout situations if the event permits

## COMMUNITY ACTION OF GREATER INDIANAPOLIS, INC.

### Preparedness

- Community Action will be prepared to offer its Summer Cool 2000 fan program.

### Response

- Community Action will provide fans at no charge to citizens meeting the following criteria:
  - Verification of income for everyone in the household 18 years and older for the past 12 months
  - Social Security cards for everyone in the household
  - Picture identification for the person applying
- Community Action will provide assistance with utility bills when citizens meet the above criteria plus:
  - Must be receiving social security, disability or be over the age of 60
- Community Action will provide air conditioners under the following criteria:
  - Must have a physician's statement of need and be receiving disability or be over the age of 60 or under 6
  - Must not have received an air conditioner from Community Action in the past five years

## WHEELER MISSION MINISTRIES

See attached Homeless Response Annex

## CHIP – COALITION FOR HOMELESSNESS INTERVENTION AND PREVENTION

### Preparation

- CHIP will serve as a resource for all housing and service providers assisting homeless persons through training and technical assistance, community education, resource development, planning and research.

### Response

- CHIP will calculate and report homeless shelter capacity to the Division of Homeland Security
- CHIP will serve as the point of contact for the Division of Homeland Security during the activation of the Heat/Cold Emergency Plan and will relay information to the service providers.

## SPANISH LANGUAGE TRANSLATION

- SPANISH language translation will be provided by the City of Indianapolis, Department of Public Safety

**CONTACT LIST**

Agency	Name	Phone	Pager	FAX	Cell	E-mail
American Red Cross	Manager on Duty Debbie Taylor Chris Gilbert	684-1441 ext. 500 684-4324 684-4332		684-4328	538-2229 459-7378	<a href="mailto:dtaylor@redcross-indy.org">dtaylor@redcross-indy.org</a> <a href="mailto:cgilbert@redcross-indy.org">cgilbert@redcross-indy.org</a>
Animal Care and Control	Amber Myers	327-1430			223-7749	<a href="mailto:Amber.Myers@indy.gov">Amber.Myers@indy.gov</a>
CICOA Aging & In-Home Solutions	Laura Boyle Don McPherson Kelli Tungate	803-6015 803-6001 803-6077			850-3318	<a href="mailto:lboyle@cicoa.org">lboyle@cicoa.org</a> <a href="mailto:dmcpherson@cicoa.org">dmcpherson@cicoa.org</a> <a href="mailto:ktungate@cicoa.org">ktungate@cicoa.org</a>
Coalition for Homeless Intervention & Prevention	Michael Butler	630-0853 x 207				<a href="mailto:mbutler@chipindy.org">mbutler@chipindy.org</a>
Community Action of Greater Indianapolis, Inc	Lee Jackson Main Client # (Meridian St.) Main Client # (46 <sup>th</sup> St)	524-6960 396-1800 524-6950			626-1700	
Connect2Help	Lynn Engel Shari Morgan	789-8600 735-7593			402-9137 753-7323	<a href="mailto:lengel@connect2help.org">lengel@connect2help.org</a> <a href="mailto:smorgan@connect2help.org">smorgan@connect2help.org</a>
Division of Homeland Security	Duty Officer	327-3900  327-7501		327-7508	414-7082	<a href="http://www.indy.gov/dhs">www.indy.gov/dhs</a>  <a href="mailto:DHS@indygov.org">DHS@indygov.org</a>
Indianapolis Power & Light	Mark Irving Greg Wood	261-8603 261-8468		630-5709	370-7033 840-8034	<a href="mailto:mark.irving@aes.com">mark.irving@aes.com</a> <a href="mailto:greg.wood@aes.com">greg.wood@aes.com</a>
Indy Parks	Jennifer McGilvray Elaine Dillahunt Ellery Manuel Linda Koontz Dee Dickerson	327-7035 327-7412 327-5170 327-7377 327-5588			442-7578 440-2703 664-0664 442-4762	<a href="mailto:jennifer.mcgilvray@indy.gov">jennifer.mcgilvray@indy.gov</a> <a href="mailto:Elaine.dillahunt@indy.gov">Elaine.dillahunt@indy.gov</a> <a href="mailto:Ellery.manuel@indy.gov">Ellery.manuel@indy.gov</a> <a href="mailto:lkoontz@indy.gov">lkoontz@indy.gov</a> <a href="mailto:dee.dickerson@indy.gov">dee.dickerson@indy.gov</a>

**Heat and Cold Extreme Temperatures Contingency Plan**

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<b>Agency</b>	<b>Name</b>	<b>Phone</b>	<b>Pager</b>	<b>FAX</b>	<b>Cell</b>	<b>E-mail</b>
IndyGo	Dispatch Juan Battle Dwight Benjamin David Perkins	614-9246 614-9224 614-9227 614-9291			491-2249 664-1946 340-3922	<a href="mailto:jbattle@indygo.net">jbattle@indygo.net</a> <a href="mailto:dbenjamin@indygo.net">dbenjamin@indygo.net</a> <a href="mailto:dperkins@indygo.net">dperkins@indygo.net</a>
Marion County Coroner	Chief Deputy	327-4744	631-3466			
Marion County Public Health Dept	Shandy Dearth Jeff Larmore Kenneth Mulanya	221-3158 221-2272 221-5913			373-2527	<a href="mailto:sdearth@hhcorp.org">sdearth@hhcorp.org</a> <a href="mailto:jlarmore@hhcorp.org">jlarmore@hhcorp.org</a> <a href="mailto:kulanya@hhcorp.org">kulanya@hhcorp.org</a>
National Weather Service	Dave Tucek Daniel McCarthy Staff	856-0360x726 856-0360 x0642 856-0368		856-0365	938-3223 446-9665	<a href="mailto:david.tucek@noaa.gov">david.tucek@noaa.gov</a> <a href="mailto:daniel.mccarthy@noaa.gov">daniel.mccarthy@noaa.gov</a> <a href="mailto:w-ind.webmaster@noaa.gov">w-ind.webmaster@noaa.gov</a>
Salvation Army	Bert Williams Jerry Larsen Mrj. Keith Welch	224-1013 937-7023 937-7001		937-7010	385-9261 409-2429 695-1078	<a href="mailto:Bert.williams@usc.salvationarmy.org">Bert.williams@usc.salvationarmy.org</a> <a href="mailto:Jerry.Larsen@usc.salvationarmy.org">Jerry.Larsen@usc.salvationarmy.org</a> <a href="mailto:Keith.Welch@usc.salvationarmy.org">Keith.Welch@usc.salvationarmy.org</a>
Spanish language Translation	Mario Garza	862-0563	761-6517			
Wheeler Mission Ministries	Matt Roller Mike McKenzie Cal Nelson	687-6795 687-6795 686-6235		686-0488	501-2411	<a href="mailto:mattroller@wmm.org">mattroller@wmm.org</a> <a href="mailto:mikemckenzie@wmm.org">mikemckenzie@wmm.org</a> <a href="mailto:calnelson@wmm.org">calnelson@wmm.org</a>

## Heat and Cold Extreme Temperatures Contingency Plan

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### COMMUNITY CENTERS

Agency	Name	Phone		Cell	E-mail
Community Alliance for the Far Eastside	Melissa Drew	890-3288 X17			<a href="mailto:mdrew@cafeindy.org">mdrew@cafeindy.org</a>
Concord Center	Niki Girls Pricilla Flannery Dana Orr	637-4376 x11 637-4376 x17 637-4376 x18		313-5703 765-481-8858 902-8357	<a href="mailto:niki@concordindyg.org">niki@concordindyg.org</a>
Flanner House	Myron Richardson Sandra Green Gerald Ardis	925-4231 x259 925-4231 x258 925-4231 x257	496-9088	920-4460 496-8223 523-3125	<a href="mailto:mrichardson@flannerhouse.com">mrichardson@flannerhouse.com</a> <a href="mailto:sgreen@flannerhouse.com">sgreen@flannerhouse.com</a> <a href="mailto:gardis@flannerhouse.com">gardis@flannerhouse.com</a>
Forest Manor	Regina Marsh	545-1204		414-9554	<a href="mailto:rmarsh@fmmssc.org">rmarsh@fmmssc.org</a>
John Boner	Bill Trimble James Taylor Lovie King (senior svc)	808-2329 633-8210 x2306 633-8210 633-8210 x2374		373-5448	<a href="mailto:Btrimble@jhbcc.org">Btrimble@jhbcc.org</a> <a href="mailto:lking@jhbcc.org">lking@jhbcc.org</a>
Martin Luther King MSC	Natisha Walker  Janice Cox	923-4581 X233		697-7214	<a href="mailto:netetiak@gmail.com">netetiak@gmail.com</a> <a href="mailto:cpaul83@aol.com">cpaul83@aol.com</a>
Mary Rigg Neighborhood Center	Clark Lienemann Janet Berling Kelly Porter Laura Henn Ken Jefferson	639-6106 X233  6396106 x206 639-6106 x228 639-6106		443-2757	<a href="mailto:clienemann@maryrigg.org">clienemann@maryrigg.org</a> <a href="mailto:JBerling@MaryRigg.org">JBerling@MaryRigg.org</a> <a href="mailto:kporter@maryrigg.org">kporter@maryrigg.org</a> <a href="mailto:lhenn@maryrigg.org">lhenn@maryrigg.org</a> <a href="mailto:kjefferson@maryrigg.org">kjefferson@maryrigg.org</a>
Southeast MSC	Terry Garcia	236-7400 x224		752-6790	<a href="mailto:terrig@southeast.indy.org">terrig@southeast.indy.org</a>

**INDIANAPOLIS, INDIANA  
WINTER CONTINGENCY PLAN  
2012-13**

The Winter Contingency Plan has been developed to provide relief to the homeless of Indianapolis and central Indiana when inclement weather occurs. It is to be implemented when weather conditions are triggered as outlined below. This plan is intended to serve as a guide to prevent homeless individuals from serious harm or death during the winter season, running from November 1<sup>st</sup> through March 31<sup>st</sup> of each year.

**POLICY**

A "Weather Night" will be declared when one or more of the following conditions exist:

- The temperature is at or will fall to 32° F (or below) anytime during the overnight period (**4:30 p.m. – 6 a.m.**)
- The wind chill factor is at or will fall to 32° F (or below) anytime during the overnight period.
- There are, or will be, blizzard conditions anytime during the overnight period.
- The temperature is at or will fall to 40° F (or below) with damp or wet conditions anytime during the overnight period.

Any individual or agency may learn if a weather night has been declared by calling the Weather Night Info Line at (317) 731-0018. The message will be updated daily by no later than 3:00 PM.

**COORDINATING AGENCY - Wheeler Mission Ministries**

Wheeler Mission Ministries – Shelter for Men is the coordinating agency for homeless men.

Shelter for Men  
520 E. Market Street  
Indianapolis, IN 46204  
Office: (317) 687-6795

Wheeler Mission Ministries – Center for Women and Children (CWC) is the coordinating agency for homeless women, women with children and families.

Center for Women and Children  
3208 E. Michigan Street  
Indianapolis, IN 46201  
Office: (317) 637-2916

## **PROCEDURE**

1. By 6:00 PM each day, the staff of Wheeler Mission Ministries Shelter for Men (SFM) will contact each agency that has not yet reported to determine available bed capacity.
2. Once the Shelter for Men has filled its beds and have assigned mats to those that are handicapped, we will then send up to 50 men to the Homeless Re-Entry Helpers (HRH) facility located at 916 E. Michigan Street, Indianapolis, IN 46202 starting at 8 PM. **These 50 men must arrive at the HRH facility no earlier than 8:00 PM and no later than 8:30 PM.** No one will be referred to HRH after 8:30 PM.
3. Once the 50 mats are filled at the HRH location, we will then fill the remaining mats at the SFM (total of 46 mats).
4. Once the SFM and HRH locations are completely full, we will then begin to send men (up to 93 total) to the Wheeler Mission Ministries Men's Residential Center, located at 245 N. Delaware Street, Indianapolis, IN 46204 for overflow. All men must check-in first at the WMM Shelter for Men.
5. All men must leave the HRH facility by 7:30 AM. These men may re-enter the SFM dayroom at 8 AM each morning.
6. WMM will attempt to fill all permanent beds at the CWC and then all other women and family shelters.
7. The CWC will serve as the point of contact for families seeking emergency housing from November 1<sup>st</sup> thru March 31<sup>st</sup>.
8. HIP is able to support a minimal number of families for very brief periods in the hotel for absolute emergency shelter. If a family has absolutely no other options, HIP's Triage/Outreach team can be contacted until 5 on Tuesday, Wednesday, and Friday at 931-3055 ask for triage, and until 8:30 PM on Monday and Thursday at 445-7419 (lead outreach cell phone). If there is funding available at that time, HIP staff will make necessary arrangements.
9. If the CWC cannot locate housing for a family, the CWC will house them overnight and begin calling shelters the next morning.
10. In the event there are families consisting of a father, mother and children needing to go into overflow shelter and there are no family units available, the women or women with children must go into the CWC facility and the men will be housed at the SFM.
11. Women and women with children may come to the CWC for weather night beds on declared Weather Nights between the hours of 4:00 PM – 7:00 PM. Intakes after 7:00 PM will be taken by referral only. Those wanting to eat dinner must appear by 5:00 PM.



12. Dayspring accepts phone calls for emergency shelter 24/7. Either your agency or the family may call the Dayspring Center at 635-6780. If we have availability, the Dayspring Shift Supervisor will gather basic information, get approval for the family to enter Dayspring, and schedule the intake. Families must be ready to come to Dayspring on the day that they call us. State-issued ID or DL for all adults. Birth Certificates for all family members (willing to accept Birth Confirmation Letter for babies). Social Security Cards for all family members (willing to accept print-outs with SSN from Social Security Office). If the child(ren) are adopted or the adult is a court appointed legal guardian, we will need them to bring the court records.

13. The Salvation Army Women's Shelter located at 540 N. Alabama Street will be a **shelter of last resort for women and those women with children**. These women and those with children arriving at our facility overnight will be housed for the evening and transported to the Center for Women and Children the following morning. The Salvation Army Women's Shelter will house men with children only on a **limited and case by case basis**. Staff at that time will have to determine the availability. Also, **men who are victims of domestic violence** will be accepted on a **limited and case by case basis**. Staff at the time will have to determine the availability.

### **ADDITIONAL INFORMATION**

#### Alcohol policy at Wheeler Mission Ministries Shelter for Men:

If any man is suspected of being inebriated, he will be given a breathalyzer test before entering the building. If the man records a .08 blood alcohol content (BAC) level or higher, he will not be allowed entrance into the SFM. If the man appears to be intoxicated beyond the ability to protect him from any harm, the SFM staff will call IMPD for intervention.

#### Non-Weather Nights:

Homeless men must check in between 3:00 PM and 4:30 PM each day. Length of stay rules apply (ten nights anytime during the month). Longer stays are granted for people who are in specific programs at Wheeler Mission such as Working Guest and STEPS. These programs are with prior approval and are not for on the spot housing.

Homeless women and women with children seeking shelter on a non-Weather Night should call the CWC to see if any shelter beds are available. Length of stay varies from 30 days to six months depending on program availability and client need. Intakes are completed for available beds from 2:00-5:00 PM each day.

#### Declared Weather Nights:

Newly homeless men are admitted whenever they seek shelter. Returning clients are expected to comply with the published times and schedules of regular shelter activities.

### Referrals:

On both Weather Nights and non-Weather Nights, referrals will be accepted from the police, outreach teams, hospitals, and other referring agencies on a 24-hour basis. **For men:** outreach teams are asked to call the number listed on page one (1) under Shelter for Men. **For women, women with children or families:** call the number listed under Center for Women and Children to speak with the on-duty staff person before bringing a homeless person in for admittance. With agreement from the on-duty staff person, phone referrals may be accepted from outreach teams.

### Barred Clients:

Please keep in mind that a few clients are barred from some or perhaps all shelters. Therefore, it is imperative to call the on-duty staff person before bringing a client in. We will do what we can to work with the outreach teams to seek alternatives for such individuals.

Matt Roller (Updated 11-6-2012)

**Winter Contingency Contact Information**

1. **Wheeler Mission Ministries Shelter for Men,**  
520 E. Market Street, Indianapolis, IN 46204. **317.687.6795**
2. **Wheeler Mission Ministries Center for Women and Children,**  
3208 E. Michigan Street, Indianapolis, IN 46201. **317.637.2916**
3. **Homeless Re-Entry Helpers,**  
916 E. Michigan Street, Indianapolis, IN 46202. **317.547.0500**
4. **Horizon House,**  
1033 E. Washington Street, Indianapolis, IN 46202. **317.423-8909**
5. **Dayspring Center,**  
1537 N. Central Avenue, Indianapolis, IN 46202. **317.635.6780**
6. **Interfaith hospitality Network,**  
1850 N. Arsenal Avenue, Indianapolis, IN 46218. **317.261.1562**
7. **The PourHouse,**  
Andrea DeMink **317.507.8982 or 1.866.814.8314**
8. **Street Outreach Rapid Response Team (SORRT),**  
Melissa Burgess, **317. 670.5264**
9. **Homeless Initiative Program,**  
1835 N. Meridian Street, Indianapolis, IN 46202. **317.931.3055** until 5 PM Tuesday, Wednesday, and Friday. Please call **445-7419 or 730-5104** until 8:30 PM on Monday and Thursday.
10. **Salvation Army Women's Shelter,**  
540 N. Alabama Street, Indianapolis, IN 46204. **317.637.5551**